

This is a follow-up to an e-mail sent out on November 1, 2002, regarding the
**SETTLEMENT AND REFUND OF
THE CITY OF MIAMI PARKING SURCHARGE.**

County and Public Health Trust employees and others parking in County and Trust lots and garages are entitled to a full refund of the City of Miami Parking Surcharge that they paid from September 1999 to September 2002, but you must follow these steps to claim your money:

1. You must fill out and mail in the **Request for Refund Form** (click on words to get a copy of the form to print out) to receive a refund.
2. In Section 2 of the **Form**, you must check the box or boxes next to the garage or lot where you parked in order to receive a 100-percent refund of the parking surcharge paid since 1999. Persons parking in Non-County garages and lots will share whatever remains after County and Trust parkers are reimbursed.
3. You need not attach receipts to the **Form** if you parked on a monthly basis. The County and Trust have already provided the records for you.
4. In Section 1 of the **Form**, individuals need not fill in Question No. 3 dealing with legal entities. That is only for businesses that paid the surcharge.
5. You must **postmark the form no later than January 27, 2003.**
6. Refund checks will be issued in about six months.
7. A 6-page **Notice of Class Action, Proposed Settlement and Settlement Hearing** (click on words to get a copy of the Notice) explains the lawsuit and the settlement and answers many questions you may have.
8. An outside administrator will process the paperwork and is also available to answer questions. If you have questions, please call 1/877/647-5879.